Telecommunications Service Priority (TSP)
Wireless Service Provider Enrollment Guide

The TSP program is administered by the Department of Homeland Security's National Communications System (NCS) with oversight by the Federal Communications Commission (FCC). To assist Wireless Service Providers in the preparation of successful TSP applications, the NCS and FCC have developed the following steps for enrollment:

1.   Evaluate the telecommunications services used to connect your facilities to the public switched network to determine which lines should have TSP coverage. Consult with your telecommunications service provider to determine the cost of TSP coverage. Some service providers charge for TSP; others do not. Ask the telecommunications service providers to provide the circuit identification numbers necessary to complete the TSP application.

- Circuits eligible for TSP include circuits used primarily for connections to emergency response locations such as 9-1-1 Call Centers, emergency operation centers, landline connections to key wireless towers and facilities, including systems needed to maintain the Wireless Priority System, and to other critical locations that are designated by Federal, state, tribal, or local plans as vital to national security and emergency preparedness and response.

2.   Notify the FCC by email (tspinfo@fcc.gov) of the proposed TSP coverage and request Federal sponsorship. In requesting sponsorship, provide the location and function of each facility requiring TSP coverage, along with the related quantity and type of circuits for which TSP coverage is requested.

3.   Upon notification that the FCC will act as your Federal sponsor, access the NCS website at (http://tsp.ncs.gov) to establish a TSP account. [Select "E-forms," then "Register to use e-forms."]

4.   The NCS will provide a login ID and password.

5.   Re-enter the NCS website (using the login ID and password) and fill out the application form. [Select "E-forms," then "Access to e-forms application," then "TSP request for service users (Form 315)."]

6.   The NCS approves TSP coverage and provides TSP authorization codes for each circuit (*e.g.*, TSP02H682).

7.   Notify the service provider of the TSP authorization codes and request TSP service.

8.   The service provider issues the appropriate service order activity to establish the TSP service on each circuit and enters it into the priority service operations support systems.